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GENERAL ANNOUNCEMENT

OF

Summer Courses 1940

PRINTED BY ORDER OF

THE LEGISLATIVE ASSEMBLY OF ONTARIO

ONTARIO

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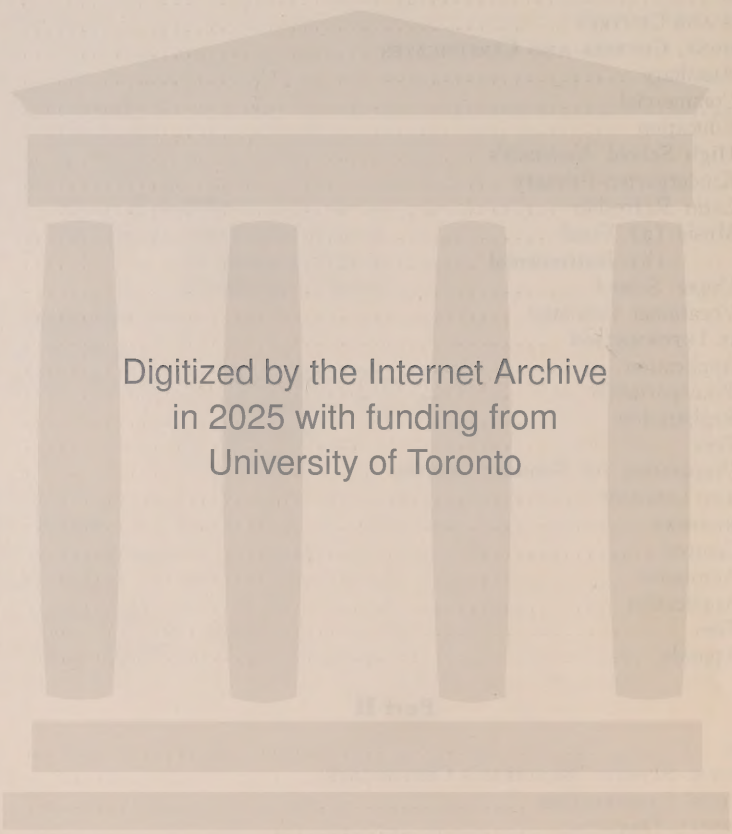

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PART I

SUMMER COURSES FOR TEACHERS IN ACADEMIC SCHOOLS

Auxiliary
Commercial
Education
High School Assistant's
Kindergarten-Primary
Latin Refresher
Music—Vocal
—Instrumental
Upper School
Vocational Guidance

GENERAL ANNOUNCEMENT
OF SUMMER COURSES FOR TEACHERS

1940

PART I

COURSES AND CENTRES

1. If a sufficient number of duly qualified teachers apply for admission, the following Courses will be provided from July 8th to August 9th:—

Auxiliary Education, at Toronto.

Commercial, (a) Elementary, (b) Intermediate and (c) Specialist's, at Toronto.

Education, at Ottawa, Kingston, Toronto and London.

High School Assistant's, at Toronto.

Kindergarten-Primary, at London, Toronto and Ottawa.

Latin Refresher, at Toronto, from August 5th to August 23rd.

Music, (a) Vocal, (i) Elementary, (ii) Intermediate, (iii) Supervisor's and (iv) Specialist's, at Toronto and London

(b) Instrumental, (i) Elementary, (ii) Intermediate, and (iii) Specialist's, at Toronto and London.

Vocational Guidance, at Hamilton.

The Department of Education will provide Upper School courses as follows:

(1) Mathematics and English, at Kingston, London, North Bay and Toronto.

(2) Science, History, Latin and French, at Ottawa and Windsor.

Outlines of the courses named below may be obtained from the Department of Education on application:—

Auxiliary, Commercial, Education, Kindergarten-Primary and Music.

ADMISSIONS, COURSES AND CERTIFICATES

Teachers-in-Training at the Provincial Normal Schools and the Ontario College of Education are eligible for admission to any of the Summer Courses for which they are otherwise qualified.

Auxiliary Education.

Should sufficient numbers apply, three separate though partially articulated courses will be given this year. Certificates obtained in any one or two of these courses are accepted as qualifications under Circular 72 for permanent teaching certificates.

Course I.—Opportunity and Handicraft Classes.

For teachers who wish to qualify for positions with regular auxiliary opportunity or handicraft classes.

To this course may be admitted applicants who hold at least an Ontario Second Class professional certificate and who have had at least two years' successful teaching experience in Ontario.

Courses will be given in Special Psychology, Intelligence Testing, Special Methodology and Craft.

Course II.—General and Refresher.

To this course may be admitted (1) teachers holding at least an Ontario Second Class professional certificate who wish later to qualify as regular auxiliary class teachers but who at present do not possess the teaching experience specified in Course I; (2) Qualified auxiliary class teachers who wish to take a refresher course.

Entrants under section (2) of Course II may choose three of the following options: Mental Hygiene, Special Psychology, Intelligence Testing, Special Methodology and one of the following options—Enterprise Activities, Craft.

Course III.—Mental Health.

For teachers in rural and urban areas who, while not desirous of qualifying for positions in regular auxiliary classes, wish to equip themselves better for dealing with problems relative to the training of physically or mentally handicapped children or behaviour case children. No special qualifications are required for admission to this course.

Courses will be given in Special Psychology, Intelligence Testing, Mental Hygiene, Enterprise Activities.

Note 1.—Entrants to Course I who successfully complete the course will be granted a regular Interim Auxiliary Education certificate.

Note 2.—Entrants under section (1) of Course II who successfully complete the course will receive a Statement of Standing accepted for the purposes of Circular 72. Upon completion of the specified qualifications this Statement of Standing may be exchanged for the regular Interim certificate in Auxiliary Education.

Note 3.—Entrants under section (2) of Course II who successfully complete the course will receive a Statement of Standing accepted for the purposes of Circular 72.

Note 4.—Entrants to Course III who successfully complete the course will receive a Statement of Standing accepted for the purposes of Circular 72.

Commercial.

(1) **Elementary.** To this course may be admitted teachers who hold at least the Second Class certificate.

(2) **Intermediate.** To this course may be admitted those who hold the Elementary certificate.

(3) **Specialist's.** To this course may be admitted those who hold the Intermediate certificate and the High School Assistant's certificate.

Note—Complete details regarding the Summer Courses leading to the Elementary, Intermediate and Specialist's certificates in Commercial subjects may be had on application to the Department.

Education.

A course will be given in Educational Psychology, School Administration and Special Methodology primarily for teachers holding Interim First Class certificates and having at least two years' teaching experience. This year, however, the course will be opened to teachers holding Interim or Permanent Second Class certificates, who are proceeding to First Class certificates, and who have had at least two years' teaching experience, provided there is sufficient accommodation, and provided the applicant is willing to attend a centre other than that stated in his application. This course is one of the essential requirements for the Permanent First Class certificate, and may be taken either before or after the other requirements for this certificate are completed.

High School Assistant's.

To the Summer Course for the High School Assistant's certificate may be admitted teachers who have completed their academic standing for admission to the Ontario College of Education and (1) who hold First Class certificates issued on the completion of one session of attendance at an Ontario Normal school, and who have had at least three years' successful teaching experience in the Public, Separate or Continuation Schools of Ontario; or (2) who hold Second Class certificates, Interim or Permanent, issued after the completion of one session of attendance at an Ontario Normal School, and who have had at least six years' successful teaching experience in the Public or Separate Schools of Ontario; or (3) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (4) who hold Vocational certificates, Interim or Permanent, and have had at least two years' successful teaching experience in the Vocational Schools of Ontario.

Note 1.—Candidates who have been duly admitted to the Summer Session for the High School Assistant's certificate, who attend throughout the session, and who successfully pass the examinations at the close of the session may be granted by the Minister a Provisional Certificate to teach as a High School Assistant during the ensuing school year, and may be admitted to the final examinations for an Interim High School Assistant's certificate at the Ontario College of Education.

Note 2.—A candidate who is otherwise qualified and who holds a Permanent First Class Certificate issued on the completion of a second session of attendance at a Provincial Normal School may be admitted to the final examinations of the High School Assistant's Course without further attendance.

Note 3.—All other candidates who are otherwise qualified, and who hold Permanent or Interim First or Second Class Certificates, are required to attend the High School Assistant's Course of the Ontario College of Education from January to June before they are admitted to the final examinations of the High School Assistant's Course.

Note 4.—Candidates who are otherwise qualified, and who present evidence of professional training in other provinces or countries, may be admitted to the final examinations for the High School Assistant's Certificate with such attendance as the Minister, in the light of the evidence, may require.

Kindergarten-Primary.

To this course may be admitted teachers who hold First or Second Class certificates and who give proof that they are able to sing, and to play simple airs at sight on the piano or organ.

Length of course—two summer sessions of five weeks each.

Refresher Course in Latin.

Provided a sufficient number of teachers apply, a Refresher Course in Secondary School Latin will be offered at the Ontario College of Education from August 5th to August 23rd, 1940. The course will deal with methods of teaching, selections from the prescribed authors, and grammar and prose composition.

Music.

(a) **Vocal** (for Elementary Schools).

(1) **Elementary,** Type B. To this course may be admitted applicants who hold certificates qualifying them to teach in the Public or Separate Schools of Ontario.

(2) **Intermediate,** Type B. To this course may be admitted applicants who hold the Elementary Type B certificate.

(3) **Supervisor's,** Type B. To this course may be admitted applicants who hold the Intermediate Type B certificate.

(b) **Vocal** (for Secondary Schools).

(1) **Elementary,** Type A. To this course may be admitted applicants who are qualified to teach in the Secondary Schools of Ontario, or who are intending to complete Continuation School qualifications by this course.

(2) **Intermediate,** Type A. To this course may be admitted applicants who hold the Elementary Type A certificate.

(3) **Specialist's**, Type A. To this course may be admitted applicants who hold the Intermediate Type A certificate and the High School Assistant's certificate.

(c) **Instrumental.**

(1) **Elementary.** To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) **Intermediate.** To this course may be admitted applicants who hold the Elementary certificate.

(3) **Specialist's.** To this course may be admitted applicants who hold the Intermediate certificate.

Applicants who do not hold the qualifications prescribed above but whose academic and musical qualifications are satisfactory to the Minister, may be admitted to the Elementary courses.

Upper School Subjects.

To the Upper School Courses for entrance to the Normal Schools may be admitted applicants who hold professional certificates, qualifying them to teach in the schools of Ontario.

Vocational Guidance.

An applicant for admission shall have a First Class Professional Certificate, or a High School Assistant's Certificate, or a Vocational Teacher's Certificate or a Manual Training Specialist's Certificate, and five years' successful teaching experience approved by an Inspector of the Department of Education.

The course shall consist of three parts: Parts I and II may be completed in one summer session each; Part III is extra-mural. Part I shall be taken before Part II. Part I will be given in 1940.

Part I

School Organization and Administration,
Economics,
Vocational and Educational Guidance,
Educational and Labour Legislation,
Sociology.

Part II

Principles and Problems of Vocational Education,
Tests and Measurements,
Technique of obtaining Occupational Information,
History of Industry.

Part III

Prescribed Reading,
Administration of Tests,
Field Work—Surveys, Job Analysis, Plant Studies.

Successful candidates will be awarded a certificate in Vocational Guidance valid in any elementary or secondary school in Ontario.

Application.

(1) Application for admission to the Upper School examinations shall be made to the Deputy Minister not later than July 26th.

(2) Application for admission to the other examinations shall be made to the Principals.

(3) In the case of candidates for admission to the Upper School examinations, the official form of application, when English Literature is one of the subjects of the examination, shall include a certificate signed by the applicant that he has read carefully during the preceding year, in addition to the works prescribed for the examination, at least, four suitable works in English Literature, at least one of which shall be poetry, and the names of the books and the authors shall be given in such certificate.

Fees.

(1) For each Upper School paper the examination fee is $1.00.

(2) No other examination fees are charged.

Appeals.

A candidate who fails at the Summer School examination for a certificate may have his case reconsidered if, within two weeks after the announcement of the results, his appeal, with the required fee and a statement of the grounds on which it is based, is lodged with the Deputy Minister. The appeal fee is $2.00 for each Summer Course and $2.00 for each Upper School paper. The fee will be refunded if the appeal is sustained.

PART II

SUMMER COURSES FOR TEACHERS IN VOCATIONAL SCHOOLS

Vocational School Principal's Certificate
Specialists' Certificates
Mechanical Drawing
Machine Shop Practice
Extension Courses in Shop Work
Special Course B in Sewing and Dressmaking

ONTARIO TRAINING COLLEGE FOR TECHNICAL TEACHERS
HAMILTON

SUMMER COURSES FOR TEACHERS IN INDUSTRIAL, TECHNICAL AND ART SCHOOLS

Session

The courses will commence on July 8th and end on August 9th, 1940.

1.—Course for Vocational School Principal's Certificate

This course is intended to provide such knowledge and appreciation of wage-earning occupations, and the problems and organization of vocational schools, as may be required for a Vocational School Principal's Certificate under Reg. 49 (3) (a) of the Regulations for Vocational Schools.

Parts I and II will be offered in alternate summer sessions. Part I shall be taken before Part II.

Part I will be offered in 1940.

Part III will be done extra-murally. Details will be supplied to each candidate as required.

Part I

School Organization and Administration.
Vocational and Educational Guidance.
Educational and Labour Legislation.

Part II

Regulations for Vocational Schools.
Principles and Problems of Vocational Education.
Tests and Measurements.
Occupational Information, Surveys, Job Analysis. Plant Studies.
History of Industry.

Part III

(a) A critical study of prescribed published matter concerning vocational education.

(b) A survey of local industries in the candidate's community.

(c) A study of special type schools.

Requirements for Admission

A High School Principal's Certificate.

Application for admission shall be made on a form to be obtained from the Ontario Training College for Technical Teachers.

2.—Courses for Vocational Specialists' Certificates

The course for an Interim Specialist's Certificate in a vocational subject comprises summer courses in English, Shop Mathematics, Science, Economics, Industrial History, General Principles and Special Methods in Vocational Education, and Related Work.

For details of courses, see Announcement of the Ontario Training College for Technical Teachers.

Requirements for Admission

A Permanent Ordinary Certificate in a vocational subject and Upper School standing in English, Mathematics and Science.

Application for admission shall be made on official forms to be obtained from the Ontario Training College for Technical Teachers.

3.—Mechanical Drawing

The course in mechanical drawing is specially designed to meet the needs of shop instructors. It will include freehand dimensional sketching, instrumental drawing and blueprint reading. Some practice will be given in sketching on the blackboard.

Time—Three to five hours a day.

4.—Machine Shop Practice

A special course in machine shop practice by which teachers of mechanical drawing, motor mechanics, and other similar subjects may become acquainted with the more common operations and process of machine shop work.

Instruction in elementary processes used in the machine shop—bench work, simple layouts, chipping, filing and scraping; drill press, drilling and countersinking; lathe, parallel and taper turning, parting, knurling and thread cutting; shaper, flat and side planing; milling machine, plain milling, keyway cutting, gear cutting including plain and differential indexing.

The course is not intended for machinists or tool-makers.

Time—Three to five hours a day.

Requirements for Admission

The following may be admitted to courses 3 or 4:

(1) Teachers holding Interim or Permanent Vocational Certificates.

(2) Teachers holding Intermediate Manual Training Certificates.

Application for admission shall be made on official forms to be obtained from the Training College.

5.—Extension Courses in Shop Work

(i) Machine Shop Practice and Drawing and Design.

(ii) Motor Mechanics and Electricity.

To these courses may be admitted teachers holding the Specialist's certificate in Manual Training.

Length of each course—one summer session of 200 clock hours.

These courses are provided to qualify teachers with the Specialist's certificate in Manual Training, obtained prior to 1937, for teaching the new Shop Work Course in High or Continuation Schools and Collegiate Institutes.

6.—Special Course B in Sewing and Dressmaking

This is a special course in practical work in sewing and dressmaking and in the special methods of teaching these subjects for:

(1) Teachers wishing to qualify for the Permanent Intermediate or Permanent Specialist's certificate in Home Economics.

Note 1.—Candidates for Permanent certificates are required to complete successfully the above Special Course "B" at the Training College for Technical Teachers, within five years after obtaining the Interim Intermediate or Specialist's certificate in Home Economics.

Note 2.—Candidates are also required to have had two years' successful teaching experience in Home Economics, subsequent to the date of the Interim certificate, approved by the Provincial Inspector of Home Economics.

(2) Teachers wishing to qualify for an Interim Ordinary Vocational Certificate in Sewing and Dressmaking.

Interim Vocational Certificates are granted to candidates who

(a) have completed their special course; and

(b) have obtained experience in the trade approved by the Minister.

At least six months' experience in approved shops in work of sufficient variety to gain experience in the principal parts of the trade is required. Documentary evidence of the time served and of the nature of the work shall be furnished.

Length of Course

The course consists of two parts which may be taken in two summer terms of five weeks each. Most of the time is given to practical work. Part of the time is given to lecture work in design and to instruction in special methods of teaching clothing and textiles.

Requirements for Admission

The following may be admitted to this course:

Teachers holding (1) a Specialist's Certificate in Home Economics,

(2) an Intermediate Certificate in Home Economics,

(3) an Elementary Home Economics Certificate, Type A.,

(4) an Elementary Home Economics Certificate, Type B.,

(5) an Elementary Home Economics Certificate, Type C.

Applications for Admission

Applications for admission shall be made on an official form to be obtained from the Ontario Training College for Technical Teachers, and shall be accompanied by statements on official forms showing educational attainments, trade training and experience, and other special training.